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Resource Distribution for the Technical Assistance Grant Program

(U.S.) Environmental Protection Agency, Washington, DC

29 Jun 88

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Office of Solid Waste And Emergency Response

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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

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MEMORANDUM

OSWER Directive 9200.3-04

SUBJECT: Resource Distribution for the Technical Assistance Grant Program

FROM: J. Winston Porter, Assistant Administrator for Solid Waste and Emergency Response

Charles Grizzle, Assistant Administrator for Administration and Resources Management

TO: Regional Administrators, Regions I-X

The purpose of this memo is to clarify the resource base for the Technical Assistance Grants (TAG), published in the Federal Register on March 24, 1988, as an Interim Final Rule.

The TAG program is a core factor of the Agency's Superfund community relations efforts. The program was established to provide community groups with grants of up to $50,000 so they may obtain assistance in interpreting technical material related to Superfund cleanups. The program exemplifies the Agency's goal to keep the affected communities informed of response activities. Successful implementation of the TAG program requires coordination between Superfund site personnel and EPA staff responsible for administering and overseeing the grant process.

Resources for this effort are to be provided by both the Hazardous Spill and Site Response (TFAY9A) and Technical Enforcement (TGBY3A) program elements and by the Regional Assistance Management (TETY5A) and Financial Support (TENY5A) program elements. Resources specifically identified in the OSWER program elements for TAGs include 6.5 FTE and 10.0 AARP employees. No resources are specifically identified in the OARM program elements for TAGs. In general, workyears used to provide information about proposed and on-going site related work should come from the Response and Enforcement decision units. Activities associated with the grant request process and financial management of the administered grant should come from the Management and Support decision units.

TECHNICAL ASSISTANCE GRANT PROGRAM
SUMMARY

ACTIVITIES TO BE PERFORMED BY SUPERFUND SITE PERSONNEL

- Serves as the grant applicant's primary EPA contact during the application review and approval process.

- Participates in the review of the grant application and the award of the grant.

- Determines whether group requesting grant represents community.

RI/FS Starts - Develops community relations plan which includes level of involvement with technical advisor.

RI/FS Ongoing - Provides results of study and other site-related information.

RI/FS Complete - Provides RI/FS report and responsiveness studies to the technical advisor and to the public. Conducts public meeting, as requested.

Design Ongoing - Receives documentation through technical advisor reflecting citizen concerns and involvement.

Design Completion - Co-ordinates the publication of a public notice and updated fact sheet to be distributed throughout the affected community.

ACTIVITIES TO BE PERFORMED BY GRANTS ADMINISTRATION UNITS

- Informs States and communities of administrative and procurement requirements for accessing the assistance grants program.

- Tracks the application through the review, selection, and award process.

- Plays major role in processing letters of intent to file application.

- Participates in grant application review and award process.

- Provides subsequent administrative and financial oversight of the grant after the award is made.